

Application for Certification

Lead-Based Paint Firm

Revised December 2004



STATE OF WASHINGTON
DEPARTMENT OF COMMUNITY,
TRADE AND ECONOMIC DEVELOPMENT
Lead-Based Paint Program

PO Box 42525, Olympia, Washington 98504-2525
360-586-LEAD (5323) • Fax 360-586-5880

INSTRUCTIONS

Who should use this application?

- Firms applying for WA State certification for the first time.
- Firms wishing renew their certification.

Follow the steps below for completing the application process.

STEP 1

Complete the form *Application for Lead-Based Paint Certification of a Firm*.

STEP 2

Review WAC 365-230 and become familiar with the requirements as they apply to firms and employees. Copies of the WAC are available on our website or you may request a copy to be mailed to your office.

STEP 3

Read and sign the Letter of Compliance on the bottom of the application form. The letter of compliance must be signed by a corporate officer, firm owner, or authorized agent of the firm.

STEP 4

Submit documentation that the firm meets the current minimum requirements of the Department of Labor and Industries (L&I) for surety bond and insurance. This documentation is available from your local L&I office or you can print it from the L&I website at www.lni.wa.gov, click on the Trades and Licensing link.

If your firm is not a WA state-licensed contractor, you must include documentation that the firm has in force a business insurance policy (e.g., liability, errors and omissions) in the minimum amount of \$500,000.

NOTE: If you are not currently licensed to conduct business and construction activities in Washington State, you should contact the Department of Labor and Industries and Department of Licensing to determine licensing requirements prior to performing abatement work in this state. Contact the Secretary of State's office for information regarding registering as a Washington Corporation.

STEP 5

Mail your application packet with the required \$25 fee for each firm application. Send check or money order made payable to CTED and completed application to: CTED/Lead-Based Paint Program, PO Box 42525, Olympia WA 98504-2525.

Application For Lead-Based Paint Certification of a Firm

Department of Community Trade and Economic Development
Lead-Based Paint Program
PO Box 42525, Olympia, Washington 98504-2525
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For Department use only	
Cert. #	_____
Issuance Date	_____
Expiration Date	_____

Application must be complete and legible

Official Firm Name: _____

Firm Mailing Address: _____
(*Mail will be sent to this address*)

Number

Street

Suite

City

State

Zip Code

Phone Number

FAX

Uniform
Business Identifier (UBI): _____

Firm Physical Address:
(*If different from mailing address*)

Number

Street

Suite

City

State

Zip Code

Contact Information

Officer, Owner or Authorized Agent: _____ Title: _____

Phone: _____ e-mail: _____

Application Checklist

- ☐ Application Completed and Signed
- ☐ Application Fee (\$25 for each firm) payable to CTED
- ☐ Proof of bonding/insurance as required by WAC 365-230-170

Letter of Compliance

I attest that I am an officer, legal owner or authorized agent of the above listed firm and that the firm will employ only appropriately certified employees to conduct lead-based paint activities, and that the firm and its employees will follow the work practice standards set forth in WAC 365-230-200 for conducting lead-based paint activities.

I certify that I have read and shall comply with Chapter 365-230 WAC and the provisions therein, and that the information and documentation given in this application is complete and accurate to the best of my knowledge.

Signature: _____ Date Signed: _____

Print Name: _____ Title: _____